

ACTIVITY 1 : Identify the types of injuries and accidents.



- A. Foot Pinch Point
- B. Entanglement Hazard
- C. Slipping Hazard
- D. Falling Objects
- E. Tripping Hazard
- F. Back Pain
- G. Electrocute
- H. Explosion
- I. Falling Hazard
- K. Unconsciousness
- L. Chemical Burn



EXERCISE 2 : Fill in the missing parts with the phrases given.

- enclosed, you will find
- is responsible for
- I am writing to
- I look forward to
- please do not hesitate to contact me

Dear Manager,

On behalf of a technician who _____ maintaining the fire safety systems, _____ provide details about the maintenance job which is completely done on 19th February. _____ a report and safety recommendation. _____ or reply to this email if you need additional information or have questions. _____ hearing from you. Thank you.

Best regards,
Arnold Graham

Attachment: Maintenance Job Report

Ok

EXERCISE 3 : Complete the sentences with the past participle verbs given on the left.

- completed
- disinfected
- disposed
- given
- inspected
- installed
- positioned
- removed
- scheduled
- updated

1. The company has just _____ the marketing plans.
2. A supervisor has _____ clear instructions to the workers already.
3. Has the officer _____ distancing markers in the area yet?
4. The housekeeper has _____ the cleaning activities since May.
5. We have _____ our workstations for COVID-19 prevention.
6. Have you _____ hand sanitizer at the entry yet?
7. The cleaner hasn't _____ of used sanitizing wipes.
8. All workers have _____ equipment for defects already.
9. Have you _____ infectious waste in the laboratory yet?
10. Joe hasn't _____ payments via mobile banking yet.